

## **City Council Finance Committee Meeting Notes**

Tuesday, July 23, 2013

7:00PM

Hurley Building

Present: Finance Committee members: Taylor, Terwilliger, Wade, White  
Council members: Bucci, Mayor Polimeni, Whitcomb  
City Staff: City Manager Forrest, Assistant City Manager White, City  
Clerk/Treasurer Abdallah, Public Works Director Sprague, Police Chief  
Welch

### **1. Tax Cap Override**

A proposed resolution to override the City's tax levy cap for fiscal year 2014 was reviewed. While the Committee/Council has no intention at this time to exceed the 2014 levy cap, the purpose of such a resolution is to protect the City from any future penalty that might result from a formula miscalculation in determining the 2014 cap.

Action Taken: Committee voted 4:0 to recommend to Council, in the form of a local law, adoption of the proposed override.

### **2. Contract Award for Screw Pump at the City Wastewater Treatment Plant**

Public Works Director Sprague reviewed the need to replace the 54-inch-diameter screw pump at the wastewater treatment plant. Such a replacement is in the 2013 Sewer Fund Capital Budget. The lowest responsive bid for the pump itself was for \$77,680 from Spaans Babcock, Ontario, Canada. Mr. Sprague recommended awarding the purchase contract with subsequent payment to Spaans Babcock.

Action Taken: Committee voted 4:0 to recommend to Council, in the form of a resolution, approval of this contract award and purchase.

### **3. Contract Award for Architectural Services for the Hurley Building and City Hall Building Systems**

Public Works Director Sprague reviewed the need to conduct a major updating of the Hurley Building DPW facility and City Hall infrastructure. The first step is to conduct an architectural and engineering assessment for the former and an engineering assessment for the latter. Proposals were solicited and the lowest responsive bid was submitted by hbt Architects, Pittsford, NY at \$18,490. Funding for this part of the project was included in the 2013 Capital Budget. Mr. Sprague recommended awarding the contract to hbt Architects.

Action Taken: Committee voted 4:0 to recommend to Council, in the form of a resolution, approval of this contract award.

### **4. Police and Public Works Fees**

As part of an initiative to review the entire City fee structure prior to 2014 budget workshops this November, Committee reviewed the Police and Public Works fee

schedules at this meeting. Discussion centered on staff recommendations for increases related to certain services and no change for others. Again, the principles used by staff in making the recommendations were: 1) fees should reflect actual costs used to perform the service, and 2) fees should be charged for targeted services for a subset of the community vs. services benefitting the community as a whole.

Police Chief Welch reviewed the Police fee schedule and rationale behind certain recommended changes. Committee agreed tentatively to the proposed schedule with the following two exceptions: 1) Towing-related fee, notification after 5 days of storage – increase from \$20 to \$50 vs. proposed increase to \$40 and 2) Warrant-related fee, civil warrant – new per-individual fee of \$25 vs. proposed \$15.

Public Works Director Sprague reviewed the Public Works fee schedule and rationale behind certain recommended changes. Committee agreed tentatively to the proposed schedule with the following exceptions: 1) 16-gallon recycle box fee – increase to \$10 vs. proposed no increase and 2) water service installation fee – time/materials charge vs. proposed \$65/foot charge. Additionally, Committee reserved a decision on three other fees, pending additional background data to be presented by staff at the next Committee meeting: 1) Water turn off / turn on fee per visit, 2) multi-unit refuse fee for units 2-4, and 3) nonprofit refuse fee.

The meeting was adjourned at 8:55PM. The next Finance Committee meeting is scheduled for Tuesday, August 27 at 7:00PM at the Hurley Building.

Respectfully submitted,

James Terwilliger  
Finance Committee Chair